

Appendix III

**POST GRADUATE DIPLOMA IN TRANSLATION, JOURNALISM AND HINDI LANGUAGE
COMPUTING**

COURSE STRUCTURE

Sl.No.	Course code	Title of paper	Continuous evaluation (50)	Year ending examination (50)	Total marks (100)	Hours/ week
1	PGDT - 01	PAPER – 1- THEORY AND PRINCIPOLES OF TRANSLATION	50	50	100	2 HOURS
2	PGDT - 02	PAPER –II – OFFICIAL LANGUAGE AND HINDI LANGUAGE COMPUTING	50	50	100	2 HOURS
3	PGDT - 03	PAPER –III – TRANSLATION OF SCIENCE, TECHNOLOGY AND SOCIAL SCIENCE LITERATURE	50	50	100	2 HOURS
4	PGDT - 04	PAPER – IV- LITERARY TRANSLATION	50	50	100	2 HOURS
5	PGDT - 05	PAPER –V – PRINCIPLES OF JOURNALISM	50	50	100	2 HOURS
6	PGDT - 06	INTERNSHIP/TRAN SLATION PROJECT			100	
Total					600	

SYLLABUS

PGDT – 01 – THEORY AND PRINCIPLES OF TRANSLATION

Unit I - Importance of translation in the present world – The term translation and its equivalents in Hindi and Malayalam source languages – Definitions of translation – Translation thoughts – Translation Nature and scope : art or science or craft – Translation as cultural bridge – Translation as Applied Linguistics.

Unit II-Origin and development of translation – qualities of a good translator and translation – translation and interpretation – translation and original writing – transliteration and transcreation – Types of translation – different basis of classification, nature, topic, style, machine translation

Unit III Process of translation – different concepts of the process of translation – Bholanath Tiwari – Naida – New mark – Bathgate – Aids of translation– dictionaries, manuals, the sources, computer - discussion with the experts

Unit IV- Problems of translation – problems of literary and non literary translation – problems of translation of poetry and drama, problems of other forms of literature – problems of translation of scientific and technological literature, problems of official translation, problems of banking literature, problems of translation of advertisement, problems of translation of legal literature.

Books for reference

1. The art of Translation – Theodore Savory
2. Aspects of Translation - Smith A.H
3. The Nature of Translation - (Ed) Homes, James.S
4. The Theory and Practice of Translation – Nida, Eugene and Charles R. Tabor
5. The Linguistic Theory of Translation – Catford
6. Anuvad Vigyan - Bholanath Tiwari
7. Anuvad Kala - N.E Viswanath Iyer
8. Anuvad Siddhant aur Prayog - G. Gopinathan
9. Anuvad Kala Siddhant aur Prayog - Kailash Chandra Bhatia
10. Anuvad Siddhant Evam Samasyayem - Ravindranath Shrivastav Evam Krishnakumar Goswami
11. Anuvad Siddhant Ki Ruprekha - Suresh Kumar
12. Anuvad Vividh Aayam - Kendriya Hindi Nideshalay, Delhi
13. Anuvad Ki Samajikata - Ritarani Parwal
14. Anuvad Chintan Drushti aur Anudrushti - Dr.Nagalakshmi
15. Bankon Mein Anuvad ki Samasyayem - Bholana Tiwari Evam Shrinivas Dwivedi
16. Bharateeya Bhashayen aur Hindi Anuvad:
Samasyayem aur Samadhaan – Dr.Kailash
Chandra Bhatya
17. Hindi Mein Vyavaharik anuvad - Alok Kumar Rastogi
18. Anuvad Prakriya evam Vyavaharita - Dr. Santhosh Alex

Scheme of Evaluation/ Examination

PGDT - 01 Theory and Principles of Translation

Maximum marks	:	100
Continuous Evaluation	:	50
Year end Examination	:	50

Continuous Evaluation

Total marks 50

1. Attendance -10 marks
2. Test paper (2) -20 marks
3. Seminar (2) -20 marks

Year end Examination

Time: 3 hours

Maximum marks:50

- 10 questions to be given out of which 5 to be answered
Covering all units
- All questions carry equal marks

Total marks 100

PGDT -02 - OFFICIAL LANGUAGE AND COMPUTING IN HINDI

Unit-I -Official Language – nature and scope –difference between common language and official language – features of official language – national language – official language Hindi – constitutional status – article 343 to 351 – language policy accepted by the constitution – orders of the President of India on the use of Hindi (1952 and 1955) official language commission (1955) official language act 1963 – major provisions of the act – official language amendment act 1967,1976

Unit – II -Technical terminology used in official works – noting and drafting – aims of noting writing – common rules of noting – types of noting – drafting – definition of drafting – importance of drafting – special features of drafting – official correspondence – role of correspondence in modern life -different types of official correspondence – Government letters- demi official letter – office memorandum – memorandum – circular letter – office order – acceptance letter – endorsement – resolution – notification, press communiqué – telegram, reminder, notice, tender, report, advertisement

Unit –III_What is meant by a computer – History of computer –components of a computer – hardware – software – MS word – creating organizing & formatting content – internet – opening websites and downloading data .

Unit –IV –_Hindi computing – softwares related to , Microsoft indic – language tool – Hindi Unicode.

Books for reference

1. Rajabhasha Hindi aur Takniki Anuvad - Ramesh Chandra
2. Prayojan moolak Hindi: Prasangikata
Evam Paridrishya - Dr.Nagalakshmi
3. Prayojanmoolak Bhasha aur Karyalayi Hindi – Krishna Kumar Goswamy

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| 4. Prayojanmoolak Hindi Sindhandh aur Vyavahar
Sharma | – | Reghunandan Prasad |
| 5. Prayojanmoolak Hindi Samrachana evam Anuprayog | - | Dr. Rama Prakash
&
Dr. Dinesh Gupta |
| 6. Prayojanmoolak Hindi | – | Vinod Gore |
| 7. Prayojan moolak Hindi ka Adhyayan | – | Susheela Gupta |
| 8. Prayojan moolak Hindi
Bhatia | – | Kailashchandra |
| 9. Prayojanmoolak Hindi | – | Ramaprakash &
Dinesh Gupta |
| 10. Prarooppan Tippan aur Proof pathan | – | Bholanath Tiwari |
| 11. Prayojanmoolak Hindi | – | Dangal Jhalte |
| 12. Karyalay Hindi | – | Central Hindi
Institute, Agra |
| 13. Karyalayi Sahayi ka | – | Kendriya Hindi
Sachivalay |
| 14. Rajbhasha Hindi Ke Vividh Aayam | – | Malik Mohammed |
| 15. Vyavaharikata Prashasanik Pathra Vyavahar | – | N.E. Viswanatha
Iyer |
| 16. Rajbhasha Sahayika | – | AvadeshMohan
Gupt |
| 17. Avedan Praroop | - | Gopinath Shrivastav |
| 18. Computer aur Hindi | – | Dr. Harimohan |
| 19. Computer Praveshika | – | ArunKumar
Agrawal & S.
Krishna Moorthi |
| 20. Computer ke Bhashik Anuprayog | – | Vijaya Kumar
Malhotra |

21. Bharat mein soochana proudyogiki ka vikas – Pankaj Chaudari
 22. Basic programming – Ram Bansal

Scheme of Evaluation/Examination

Maximum marks	:	100
Continuous Evaluation	:	50
Year end Examination	:	50

Continuous evaluation

Total marks	50
Attendance	10
Test paper (2)	20
Seminar (2)	20

Year end Examination

Time – 3 hours

Maximum marks -50

Q. No. 1– 2 official letters should be written out of 4 given

2 X 5 = 10 marks

Q. No. 2 - 3 questions should be answered out of 6 questions given (covering I & II units)

3X5 = 15 marks

Q. No. 3 – 2 questions should be answered out of 4 given (covering unit III & IV)

2 X 7.5 =15 marks

Q. No. 4 – Computer Practical Test

10 marks

PGDT -03 -TRANSLATION OF SCIENCE, TECHNOLOGY AND SOCIAL SCIENCE LITERATURE

Unit –I -Importance of the translation of Science, Technology and Social Science Literature – History and development of the translation of science, Technology and social science Literature – Problems of translation of science, technology and social science literature- Basic knowledge –creating and developing new words – short cuts – symbols – concepts with noun – sentence formation – dictionary and thesaurus.

Unit – II - Technical terminology –used in science, technology and social sciences--this part concentrates on the translation of science and technology literature. Intensive translations work from English to Hindi and Hindi to English be taken as class room exercise

Unit – III - This part concentrate on the translation of various branches of social science literature. Intensive translation work from Hindi to English and English to Hindi be taken as class room exercise

Unit –IV- Concept of machine Translation- Google translation - Hindi e-tools as class room exercise

Books for reference

1. Prayojan Moolak Hindi prasangikata
Evam Paridrishya – Dr. Nagalakshmi
2. Approaches to Translation Theory - Peter New Mark, Pergamon press
(1982)
3. Bruhat Paribhashik shabd – Sangrah vol-I and II(science)
4. Theory and Practice of Translating - Neda E.A & C Tabor

5. Samekit Paribhashikshabda Sangrah – Vaigyanik aur Takaniki Shabdavali
Ayog – New Delhi
6. Vaigyanic shabdavali –
Itihas aur Siddhant – Dr. Omprakash
7. Rajbhasha Hindi aur Takaniki Anuvad - Ramesh Chandra
8. Vaigyanik Sahitya ki Anuvad ke
Samasyayen – Dr. Bholanath Tiwari
9. Adhunik Bhautiki Paribhasha Kosh,
Ganeetiya Paribhasha Kosh – Kendriya Hindi Nidishalaya –
New Delhi
10. Vanaspati Kosh - Dr. Sudhamshukumar
11. Krishi Kosh - Ed. Vishwanath Prasad
12. Paribhashik Shabdavali : Kuch -- Ed. Bholanath Tiwari and
Samasyayen Mahendr Chaturvedi
13. Rajbhasha Hindi mein Vaigyanik
Sahitya ke Anuvad ki Dishayen - Dr. Harimohan
14. Scientific and Technical Translation – Isa Dore Pinchuk
15. Manaviki Paribhashik Kosh -Ed. Dr. Nagendra

Scheme of Evaluation/ Examination

Maximum marks	:	100
Continuous Evaluation	:	50
Year end Examination	:	50

Continuous evaluation

Total marks	50
Attendance	10
Test paper (2)	20
Seminar (2)	20

Year end Examination

Time: 3 hours

Total marks :50

- Q. No.I – 4 questions to be given from Unit I and Unit II out of which
2 questions are to be Answered 2X5 = 10 marks
- Q.No.II -15 technical terminology in English and 15 technical
terminology in Hindi will be given out of which 10 from
each to be answered $\frac{1}{2} \times 20 = 10$
- Q.No.III – 2 Short passages in English are to be given out of which
1 to be translated to Hindi 7.5 marks
2 Short passages from science and technology in Hindi are to be
given out of which 1 to be translated to English 7.5 marks
- Q. No. IV- 2 Short passages in English from social science literature
are to be given out of which 1 to be translated to Hindi 7.5 marks
2 Short passages from science literature in Hindi are to be
given out of which 1 to be translated to English 7.5 marks

PGDT - 04 -LITERARY TRANSLATION

Unit – I- Literary Translation: Nature and scope - Importance of literary translation -
Process of literary translation and qualities of literary translator - Types of literary
translation -

- i. Poetry
- ii. Prose
- iii. Other categories like word to word translation (Shabdanuvad) – translation
of emotions -(Bhavanuvad), translation of ideas (vicharanuvad)- creative
translation (Chayanuvad)

Translation of literary terms

- i. Classic literary terms and translation

- ii. Modern literary terms and translation
- iii. Post modern literary terms and translation

Unit – II: Problems and solutions in literary translation - translation of title, culture and values, Symbols, mythology, geographical references, proverb – sayings and one liners, meter, local language and dialect, rasa, alankara and other formological problems. (these problems should look after in both type of translation – poetry and prose – respectively)

Unit –III – English to Hindi and Hindi to English – prose forms:

Prose forms –novel, short story, essay, criticism, biography, autobiography, book review, satire Poetry : forms metric, free verse, mythological, symbolic, lingual variations,

Unit – IV – Hindi to Malayalam and Malayalam to Hindi (as given in unit -III)

Books for Reference

1. Anuvad kala:- sidhant aur prayog – Kailashchandra Bhatiya
2. Anuvad Kala – N.E. Viswanath Iyer
3. Kavyanuvad ki samasyayen – Bholanath Tiwari, Mahendra C
4. Katha sahitya ka anuvad – Prabhakar Machave
5. Hindi Mein vyavaharik anuvad – Alok Kumar Rastogi
6. Translating poetry - (Ed.)Andre Lefevere
7. Illuminations – Walter Benjamin
8. Indian literature
(Hindi and English) – various issues
(Magazine) – Sahitya Academi, New
Delhi
9. Anuvad (Magazine) – various issues, Bharatiya Anuvad
Parishat - New Delhi

Scheme of evaluation/Examination

Total marks – 100

Continuous evaluation – 50

Year End Examination 50

Continuous evaluation – 50

Attendance	– 10 marks
Test paper (2)	- 20 marks
Seminar (2)	- 20 marks

(Year End Examination 50)

Time: 3 hours

- Q. No.I – (from unit No.I) 2 questions to be given out
of which one to be answered 10 marks
- Q.No.II – (from unit No.II) 2 questions to be given out of
which one to be answered 10marks
- Q.No.III –(from unit No.III) 4 passages are to be given out of
which 2 passages are to be translated one
answer from English to Hindi and one from
Hindi to English 7.5 marks each
- Q. No.IV – from unit –IV – 4 tests to be given, out of which 2
to be translated. One from Malayalam to Hindi
and one t from Hindi to Malayalam 7.5 marks each

PGDT – 05 – JOURNALISM

Unit –I – Nature of journalism – scope of journalism – importance of journalism in the
present

world – development of Indian journalism – history and development and relevance of Hindi journalism – pre independence period – Hindi journalism during freedom movement – post independence period

Unit – II –Different types of journalism – news paper – importance of news paper – major constitute of news paper reporting, editing, news writing – qualities of good reporter – qualities of a good editor, writing of editorial

Unit – III – News world – news collection – news agencies – presentation of news make up – radio journalism – T.V journalism – e-journalism

Unit – IV – various forms of journalistic writing – features, interviews, specific areas of reporting – proof reading

Books for reference

English

1. News Editing - Bruce Westly
2. Introduction to Mass Communication - Edwin Emery, Philip H Ault, Warren K Agee
3. The rise and growth of Hindi journalism- Ram Ratan Bhatnagar

Hindi

1. Hindi Patrakarita ka Naya Swaroop - Bachan Singh
2. Patracarita aur Patrakarita - Dr. Arun Jain
3. Bharath mein Hindi Patrakarita - Dr. Ramesh Jain
4. Patra, Patrakar aur Patrakarita - Rajendra Shankar Bhatt
5. Hindi patrakarita Sidhandh aur Swaroop -Savitha Chedda
6. Adhunik Jansanchar aur Hindi - Hari Mohan Sharma
7. Hindi Patrakarita – Vividh Aayam - (vol. 1 &2) Ed. Vedpratap Vaidya
8. Hindi Patrakarita - Ratnakar Pandey
9. Adhunik Patrakarita - Arjun Tiwari

10. Patrakarita : Ek Parichay – Madhu Dhawan
 11. Patrakarita ke Vividh roop - Ramachandra Tiwari
 12. Hindi Patrakarita Brihatitihās - Arjun Tiwari

Scheme of Evaluation /Examination

Continuous evaluation – 50

Attendance -10

Test paper (2) -20

Seminar (2) -20

Year End Examination 50

Total marks -100

Year End Examination 50

Time – 3 hours

Total marks -50

1. 10 questions to be given out of which 5 to be answered.
 7th question must be short answer type question and 4
 questions is be given out of which 2 to be answered. 8th
 question is to be based on proof reading which is
 compulsory. Separate proof reading passage should
 be given.

10x5= 50

PGDT 06 – INTERNSHIP/TRANSLATION PROJECT

Maximum marks 100

This paper is a translation project work/internship. Selected students will be sent to Central Government offices for internship for a duration of two weeks. Others have to prepare translation project. This paper have two parts A & B. In the first part A students have to submit a work of translation of minimum 15 printed pages in Hindi based on the various genres of literature either from English to Hindi or from Malayalam to Hindi. In the second part B students have to translate and submit translations on the following topics:

1. Office Orders/Notification/Letters
2. Film reviews
3. Advertisement
4. Sports and games reports
5. Topic on Health and Agriculture

Scheme of Evaluation /Examination Total -100 marks

PGDT – 06 Internship/Project

1. Internship Project (Part A)-50 marks
(Part B)-50 marks

OR

2. Project work (Part A)--50 marks
(Part B)-50 marks